



GOVERNMENT OF GUAM
OFFICE OF THE GOVERNOR
HAGATÑA, GUAM
U. S. A.

EXECUTIVE ORDER NO. 2005-10

**RELATIVE TO AMENDING THE GOVERNMENT OF GUAM
TRAVEL AND TRANSPORTATION MANUAL TO PERMIT PER
DIEM AND CAR RENTAL FOR OFF-ISLAND HIRES WHO
POSSESS UNIQUE SKILLS OR QUALIFICATIONS**

WHEREAS, Section 23109 of Title 5, of the Guam Code Annotated Government Travel Law provides that said Chapter may be implemented by rules and regulations to be issued by the Governor with regard to the Executive Branch; and

WHEREAS, the present Travel and Transportation Policy Manual of the Government of Guam had been added upon or amended from time to time; and

WHEREAS, there is a demonstrated need to compile and update the Government of Guam Travel and Transportation Policy Manual for a more efficient implementation; and

WHEREAS, the Executive Branch is in critical need of employees who possess unique skills or other qualifications that are not available on Guam; and

WHEREAS, an amendment to the current travel rules and regulations is needed to permit temporary per diem and temporary car rental as part of their relocation to Guam.

NOW, THEREFORE, I, Felix P. Camacho, *I Maga'låhen Guåhan*, Governor of Guam, by virtue of the authority vested in me by the Organic Act of Guam and pursuant to Section 23109 and other applicable provisions of the Guam Code Annotated, do hereby amend the Government of Guam Travel and Transportation Policy Manual as follows:

- 1) The last sentence of Section 1705.03 is amended to read:
Under no circumstances will per diem be allowed to an employee at his permanent duty station, except off-island hired teachers, licensed allied health professionals and individuals who are hired within the Executive Branch because they possess unique skills or other qualifications not available on Guam may be allowed per diem on a temporary basis with the Governor's explicit approval on the Travel Authorization or the Employment Contract of off-island hired teachers, licensed allied health professions or individuals who are hired within the Executive Branch because they possess unique skills or other qualifications not available on Guam prior to the commencement of travel.
- 2) Section 1713.04. Special Conveyance is amended to read:
Special Conveyance. The hire of automobile, taxicab, and other special conveyance is allowable. Rental of an automobile must have the Governor's explicit approval on the Travel Authorization or the Employment Contract of off-island hired teachers, licensed allied health professionals or individuals who are hired within the Executive Branch because they possess unique skills or other qualifications not available on Guam prior to



the commencement of travel. Upon claiming this expense, the traveler must attach a copy of the car rental agreement with supporting receipts to the travel voucher. Without approval of the Governor of the employment contract, the expense will be disallowed even though sufficient documentation to cover the expense is provided.

SIGNED AND PROMULGATED, this 8th of April 2005.

A handwritten signature in cursive script, reading "F. Camacho".

FELIX P. CAMACHO

I'Maga'låhen Guåhan

Governor of Guam